



PIA Submittal Requirements

PIA= Private Improvement Agreement

New submittals:

- ☐ 6 sets of PIA plans
- ☐ 2 copies of the **approved or substantially approved** tentative plat/development plan (**if fully approved, must have approval stamps and signatures**)
- ☐ 2 copies of the **approved or substantially approved** drainage statement/report
- ☐ 1 copy of the Geotechnical Report

Resubmittals:

- ☐ Copies of original redlined drawings
 - ☐ Copies of corrected drawings for reviewers (including one for DSD reference).
 - ☐ Response letter for each reviewer, addressing reviewer's comments
 - ☐ Utility Clearance Letters (if not submitted previously; required before mylar submittal)
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- **When submitting substantially approved tentative plats, a written approval must first be obtained from Jim Vogelsberg, COT Development Services Engineering.**
 - **When resubmitting plans there must be a FULLY approved Tentative plat/development plan and Drainage report (if not submitted in first review).**